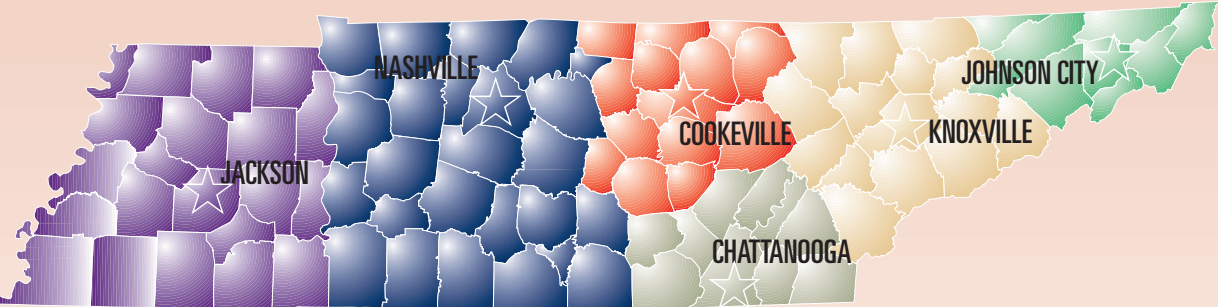


LOCAL PLANNING IN TENNESSEE

Local Planning Assistance builds the foundation for strong communities and in turn a stronger Tennessee. The foundation starts with strategic planning, program design, evaluation and looking to the future with long term planning. ECD offers these services to Tennessee communities and offers so much more, the foundation of Tennessee's tomorrow.



In an effort to better serve the communities of Tennessee, we have established seven offices across the state:



**Director's Office**  
312 Eighth Avenue North, 10th Floor  
Nashville, TN 37243-0405, 615.741.2211

**West TN Region**  
302-A State Office Building  
Jackson, TN 38301, 901.423.5650

**Middle TN Region**  
446 Metroplex Drive  
Nashville, TN 37211-3662, 615.741.1534

**Upper Cumberland Region**  
621 East 15th Street  
Cookeville, TN 38501-1820, 931.528.1577

**Southeast TN Region**  
State Office Building  
540 East McCallie Ave., Suite 690  
Chattanooga, TN 37402, 423.634.6446

**East TN Region**  
5401 Kingston Pike, Suite 210  
Knoxville, TN 37902, 423.594.6666

**Upper East TN Region**  
207 North Boone Street  
Johnson City, TN 37601, 423.434.6476

Tennessee Dept. of Economic & Community Development  
Authorization N° 33026: 12,000 copies, February 2004  
This public document was promulgated at a cost of \$5¢ per copy.



LOCAL PLANNING



TENNESSEE DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT  
MATTHEW KISBER COMMISSIONER  
312 8TH AVENUE NORTH, ELEVENTH FLOOR  
NASHVILLE, TENNESSEE 37243 • WWW.TNECD.GOV  
TELEPHONE: 615.741.1888 • WATS:877.768.6374 • FAX: 615.741.7306

# TENNESSEE ECD LOCAL PLANNING ASSISTANCE



## Everything's Local

At the heart of economic development is the need for vibrant communities. Without strong communities, we have nothing to build on. Therefore, ECD's Community Development Division has built an emphasis on local planning.

We know that we are only as strong as our weakest link.

## A Solid Foundation

Since 1943 the Local Planning Program has set a standard of excellence in professional planning and community development assistance to local governments by using proven, time-tested planning techniques. The program has successfully adapted these techniques to better match the changing governmental patterns and needs of Tennessee communities.



## An Individual Focus

The Local Planning Office, through its staff of community planners, customizes its activities to address individual community needs. By working with officers of city and county governments and their citizen planning commissions, our staff planners focus on ensuring that locally determined objectives are met.

## A Unique Relationship

Cities and counties work with the Local Planning Office on a contractual basis, requiring that localities pay a portion of the cost of the service. This contract relationship keeps the office focused on meeting the needs of the community. It also allows the localities to participate in the assessment of the cost-efficiency of the service. The idea of shared responsibility focuses the effort, and helps make the venture a success.



## Planning Evaluation & Program Design

Our staff, working with individual planning commissions, annually prepares an evaluation of the planning program in each contract community. The results of this evaluation become the basis for a formal program design that determines the appropriate activities for the following year. This process, along with an annual budgetary review, provides both Local Planning and the communities we serve with a common base for altering the direction of programs or shifting emphasis from one activity to another.

## Long-Term Planning

Long-range comprehensive planning is an integral part of the Local Planning Program. It encompasses Local Planning's philosophy that communities are best served by a community-wide view of issues and opportunities. The long-range focus gives the community a time line for evaluating probable, desirable outcomes. Components of the long-range planning process may include:

- Land Use and Transportation Planning
- Community Infrastructure Planning
- Public Improvements Programming and Capital Budgeting

## Land Use Controls

Land use controls generally fall into the categories of zoning, subdivision regulation, or some variation of the two. The Local Planning Office assists communities in the preparation and administration of these ordinances and regulations. While the role of Local Planning is advisory only, we are highly accountable for the legality, accuracy and soundness of their recommendations. The competency of this office in the area of land use controls, demonstrated over decades of assistance to Tennessee communities, is a key feature of this program.



## Strategic Planning

Strategic planning activities derive from the need to structure planning products that solve specific problems. Our goal is to match specific services to best fit the needs of the community, and help establish a timeline for execution. Through this process both responsibility and accountability is defined.

Typical strategic plans may include:

- Annexation Studies and Plans of Service
- Road or Street Improvement Programs
- Historic Preservation Studies and Plans
- Rural Fire Protection Planning

## Community Development Services

Local Planning offers a wide range of technical assistance activities, all of which fall under the designation of Community Development Services. Through this program, the staff maintains personal contact with local officials and agencies, which allows them to address and solve day-to-day problems.

Community development, as defined by the Local Planning Office, requires:

- Frequent Contact
- Face-to-Face Interaction
- A Broad Range of Contacts (Federal, State, and Local)
- Personal Familiarity with the Community
- Advocacy for Using the Planning Process to Address Issues and Opportunities

## Geographic Information System (GIS)

GIS is another tool used by the Local Planning Office to provide communities with a clearer picture of the options and opportunities available. GIS is a computer-based program of data analysis, displayed geographically. It allows program planners and communities to easily access large databases, investigate alternative courses of action and enhance communication. This useful tool makes information such as land use, environmental restraints, community infrastructure, transportation and demographic characteristics readily available, and it represents, in part, our commitment to always look for ways we can improve the way we do business.

## Flood Plain Management

Another task of the Local Planning Office is to serve as Tennessee's coordinating agency for the Federal Emergency Management Agency's (FEMA) National Flood Insurance Program (NFIP). The staff supports cities and counties in preparing and enforcing flood plain management regulations as a condition of their preparation in the NFIP. The agency also serves as a repository for flood maps, charts and flood studies for all Tennessee localities.

